

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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July 1, 2003

FROM: PETER R. HILLS, Fire Chief/Fire Warden
San Bernardino County Consolidated Fire District

**SUBJECT: VEHICLE MAINTENANCE SERVICES AGREEMENT BETWEEN COUNTY
SERVICE AREA 70 - SAN BERNARDINO COUNTY CONSOLIDATED FIRE
DISTRICT AND THE CITY OF COLTON**

RECOMMENDATION: Acting as the governing body of County Service Area 70, San Bernardino County Consolidated Fire District (County Fire) approve Agreement No. 03-__ with the City of Colton for vehicle maintenance services, effective July 1, 2003, through June 30, 2006, in the approximate amount of \$45,000 per fiscal year.

BACKGROUND INFORMATION: The County Fire Department has provided vehicle maintenance services to the City of Colton and City of Loma Linda since 1999 and City of Rialto since 2003. In March of 2003, the City of Colton approached the County Fire Department regarding the renewal of an exclusive service contract for the repair and maintenance of their fire vehicles. County Fire was again found to be the most cost effective provider of the specialized repair and fabrication services required for their fire vehicles on a 24-hour a day basis. The City and County Fire have negotiated this new Agreement, effective July 1, 2003 through June 30, 2006, with an option to extend the agreement for additional one-year periods on the same terms and conditions.

Under this proposed Agreement, effective July 1 of each fiscal year, County Fire shall receive a non-refundable retainer, in the amount of \$45,000, per fiscal year, from the City of Colton, as a minimum charge for vehicle maintenance services. The non-refundable retainer will compensate County Fire for labor hours at the rate of \$60 per hour, up to a maximum of 750 hours, per fiscal year. The \$60 per hour rate reimburses County Fire for its actual employee costs plus recoups a portion of the fixed overhead and equipment costs that County Fire would still incur without the contract. The hourly labor rate for services performed during non-business hours is \$78 per hour. Any labor services in excess of 750 hours, per fiscal year, will be compensated at the rate of \$65 per hour. In addition to labor services, the City will reimburse County Fire for parts and materials plus a 15% surcharge to help defray administrative costs, hazardous waste disposal and other overheads.

Approval of this recommendation will authorize an Agreement between the City of Colton and CSA 70 (County Fire), whereas County Fire will provide vehicle maintenance services through June 30, 2006 or until this Agreement is amended or terminated.

	Record of Action of Board of Supervisors
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VEHICLE MAINTENANCE AGREEMENT BETWEEN THE SAN BERNARDINO COUNTY
CONSOLIDATED FIRE DISTRICT, COUNTY SERVICE AREA 70 AND THE CITY OF COLTON
JULY 1, 2003
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REVIEW BY OTHERS: This agenda item and contract have been reviewed by County Counsel (L. Thomas Krahelski) on June 17, 2003. This item has been reviewed by the County Administrative Office (Wayne Thies, Administrative Analyst) on June 20, 2003.

FINANCIAL IMPACT: Under the terms of this Agreement, effective July 1 of each fiscal year, during the three year period, County Fire shall receive a non-refundable retainer, per fiscal year, in the amount of \$45,000 from the City of Colton, as a minimum charge for vehicle maintenance services. The Agreement further specifies hourly service rates which vary based upon hours in excess of the non-refundable retainer per fiscal year and services performed during non-business hours. The Agreement also allows for an annual hourly labor rate increase equal to the percentage change from the prior year June Consumer Price Index. The revenue for this contract is accounted for within the fiscal year 2003/04 County Fire budget (SKX 106 300).

COST REDUCTION REVIEW: The CAO has reviewed this item and recommends approval based on the contract's full reimbursement of direct and indirect costs to the District, based on the rates being charged the City, for services provided.

SUPERVISORIAL DISTRICT(S): Fifth

PRESENTER: Peter R. Hills 387-5974

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